

## Meeting Minutes

Workforce Innovation and Opportunity Act (WIOA)

Unified/Combined Plan Task Force

Thursday, May 7, 2015

1:00pm – 4:00pm, 1700 Civic Drive DuPont, WA 98327

### Attendance

**Present:** Amy Diehr (Tacoma Community House), Anna Nikolaeva (SBCTC), Betty Klattenhoff (OSPI), Carly Crosby (DSHS), Danielle Wallace (WDC), Darlene Snider (WWCC), David Stillman (DSHS), Del DeLaBarre (OWBC), Diana Dollar (Prosperity Agenda), Don Kay (DVR), Eric Wolf (WTECB), Erin Monroe (WDC), John Bowers (SSCC), Kim Justice (WA Budget & Policy), Louisa Erickson (DSHS), Mihaela Cosma (LWTC), Marie Bruin (SBCTC), Mark Adreon (DSB), Mat Carlisle (SBCTC), Nova Gattman (WTECB), Phouang Hamilton (OSPI), Tamara Jones (DSHS), Tim Probst (ESD), Tony Hanson (DOC), William Durden (SBCTC)

**Not in Attendance:** David Hartman (Prosperity Agenda), Denny Wallace (OSPI), Eleni Papadakis (WTECB), Erica Maki (ESD), Karen Hay (WANIC Skill Centre), Kathy DiJulio (WWA), Lindsey Blanding (Prosperity Agenda), Michael MacKillop (DSB), Shani Watkins (Seattle Schools), Troy McClelland, (Econ. Alliance, Snoh. Cty), Carlos Veliz (Lighthouse for the Blind), Diane Klontz (Commerce)

### Agenda Items

#### I. Welcome and Introductions

- David Stillman, Chair, opened the meeting, reviewed the agenda and thanked the Task Force for their efforts on completing the “homework” from the last meeting.

#### II. Member “Homework”

- Tony Hanson, from the Department of Commerce, issued members with 3 handouts and provided an overview on the 4 main focus areas;
  - Community Jobs – Focuses on participants who are job ready and provides paid work experience and skill building opportunities for hard to employ TANF recipients.
  - Job Connection – Helps participants with additional barriers and is focused more on soft skills. Provides participants an opportunity to build references, develop networking connections and gain paid work experience while “on the job” with either a nonprofit or

for-profit employer who has agreed to place them on their payroll at the end of the training period.

- Career Development – Collaborates with Educational pathways and focuses on the participant's particular career field.
- Community Works – Provides unpaid work experience to TANF participants who are transitioning between activities, or who need additional support for retraining. Participants are placed in local nonprofit organizations and public agencies to gain work experience and job skills.

- Nova Gattman, from Workforce Training & Education Coordinating Board (WTECB), provided 2 handouts and discussed:
  - High skills/high wages program
  - Tuition recovery program
  - WA career bridge
  - Multiple pathways approach – learner's at all educational levels
  - WTECB is not a direct service provider
- Don Kay, from the Division of Vocational Rehabilitation (DVR) presented an overview on DVR demographics, explaining that DVR customers are mostly made up of high school students, college students and the elderly, who have cognitive, developmental/learning disabilities or mental health disabilities.
  - 1/3 of customers have a mental health disability only
  - 65 % of customers have a disability, along with a mental health problem
  - Customers who have a mental health disability are most challenging to serve because there is not a specific treatment.
  - DVR encourages their customers to seek the highest level employment within their capability
  - The ideal customer service delivery is to continue serving customers with better collaboration with the unified/combined task force and other entities.
- Mark Adreon from the Department of Services for the Blind (DSB) explained that DSB serves customers who have low vision or are blind

### **III. Review current structure under WIOA and Potential/Perceived changes under WIOA(continued from last meeting)**

- PowerPoint from Erin Monroe to be discussed at the next meeting, Thursday, May 7, 2015
- Will Durden, SBCTC: The issues of integrated Education and Training were worked out with SBCTC and Senator Murray. The current plan is primed to transition well into a Unified or Combined plan. The plan was already written with this change in mind. In the Local Governance group – Adult Education is now required to be part of that process in some way. The plan that they've created will merge nicely into either a Unified or Combined plan. The goal from SBCTC's (BEDA) plan was to come prepared with something to offer and say here's SBCTC's vision of what this looks like.
- Don Kay, DVR: Department of Vocational Rehabilitation (DVR) is currently looking at goals and strategies for understanding individuals with disabilities to maximize their employment outcomes, requiring identification of mandatory requirements that must be put in place with other Federal and State Government entities.
- DVR and Office of Superintendent of Public Instruction (OSPI) must have an agreement in place to identify how to serve high school transition students, which includes identifying what a job could look like and what form of vision would that require for a vocational rehabilitation client. DVR needs to identify what services will be provided to employers that will help employers hire DVR customers. The Rehabilitation Act and stakeholder processes will play heavily on the determination of how DVR operates.
- The Commissioner has the authority to determine any state VR plan – whether it meets all the requirements of the federal law. If the Commissioner determines that the state WIOA plan fails to comply with any part of the Rehabilitation Act, then the Commissioner has the authority to reject it. At that point, the state is given a timeline to resubmit.
- In terms of a program/organization participating, Employment Security Department (ESD) wants to ensure that all organizations are considering how either the unified or combined plan will affect the customer, will this meet employer needs and close skill gaps.

#### **IV. Next Steps**

- Finish item IV of the first agenda (Erin Monroe's presentation)
- Review the "homework" from David Stillman. The content should include a program overview, demographics (including numbers, eligibility, and other attributes as appropriate). The content should also include what services the agency/entity/program:
  - Directly delivers;

- Pays another agency/entity to deliver;
- Refers clients to
- Participants to also come prepared to share a narrative (storytelling) describing the ideal service delivery experience from one of the following perspectives: client, employer, employee/service delivery provider
- Ensure we are identifying all the acronyms and slang so that someone on the street reading for the first time would be able to understand.
- Eleni Papadakis agreed to help facilitate an agenda item addressing the differences in the process between both unified and combined plans at a future meeting.
- Each organization to identify their pros and cons for the Unified and Combined plans at a future meeting.
- All to help identify those voices that are missing (for example WA Dept. of Veterans Affairs, Labor, Apprenticeship)

Action Items		
Action Item	Assigned to	Due
1. Complete the “homework” from David Stillman	ALL	Email any docs to Louisa Erickson by 5.5.15
2. Prepare a narrative describing the ideal service delivery experience from the client’s, employer’s, employee’s/service delivery provider’s point of view.	ALL	Next meeting: 5.7.15
3. List those voices that are missing (for example WA Dept. of Veterans Affairs, Apprenticeship)	ALL	Email names to Louisa Erickson by 4/30/15.15
4. Develop a parking lot	Louisa/Tamara	Ongoing
5. Provide any meeting materials to Louisa Erickson or Carly Crosby	ALL	5.5.15

**Next meeting, May 7, 2015; 1:00 – 4:00 PM, Dupont City Council Chambers**